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- PRINT ON ONE SIDE ONLY

# **FORM AR21**

FOR REPORTING YEARS after 1 March 2017
Trade Union and Labour Relations (Consolidation) Act 1992

# ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	Independent Pilots Association		
Year ended:	30 <sup>th</sup> June 2017		
List no:	769T		
Head or Main Office:	38-42A South Road Haywards Heath West Sussex RH16 4LA		
Website address (if available)	www.ipapilot.com		
Has the address changed during the year to which the return relates?	Yes		
General Secretary:	Philip Flower		
Telephone Number:	01444 441149		
Contact name for queries regarding	Lisa Jones		
Telephone Number:	01444 441149		
E-mail:	Finance@ipapilot.com		

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN. Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 020 7210 3734

The address to which returns and other documents should be sent are:

For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Associations Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX

For Unions based in Scotland: Certification Office for Trade Unions and Employers' Associations Melrose House, 69a George Street, Edinburgh EH2 2JG



(Revised July 2017)

# **Independent Pilots Association**

2nd Floor, 38-42a South Road, Haywards Heath, West Sussex, RH16 4LA tel: +44 (0)1444 441149 email: office@ipapilot.com www.ipapilot.com



# Schedule of Officers @ 30 June 2017

# **EXECUTIVE COUNCIL**

Chairman

P Petitt

Treasurer

N Baker

**Voting Members** 

D Hart N Baker J West R Lotinga P Petitt P Howard

OTHER INFORMATION

**General Secretary** 

P Flower

**Trustees** 

G Casser I Gibbs P Jackson G Baczkowski

**Head Office** 

2nd Floor

38-42a South Road Haywards Heath West Sussex RH16 4LA

# **RETURN OF MEMBERS**

(see notes 10 and 11)

	NUMBER OF MEMBERS AT THE END OF THE YEAR					
	Great Northern Irish Elsewhere Abroad (including Channel Islands) TOTALS				TOTALS	
MALE	552	9		21		582
FEMALE	26	1		0		27
TOTAL	578	10		21	Α	609

Number of members at end of year contributing to the General Fund	609
Number of members included in totals box 'A' above for whom no home or authorised address is held:	2

# **OFFICERS IN POST**

(see note 12)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

# **RETURN OF CHANGE OF OFFICERS**

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office			Offic	Name of cer Appointed	Date
te whether the union is	S:				
A branch of another trade	e union?	Yes		No 🔀	
f yes, state the name of	that other union:				
A federation of trade unio	ons?	Yes		No No	
f yes, state the number o	of affiliated unions:				
and names:					
	te whether the union is A branch of another trade If yes, state the name of A federation of trade union If yes, state the number of	te whether the union is: A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? If yes, state the number of affiliated unions:	te whether the union is:  A branch of another trade union?  Yes  Yes  Yes  Yes  Yes  Yes  Yes  Ye	te whether the union is:  A branch of another trade union?  If yes, state the name of that other union:  A federation of trade unions?  If yes, state the number of affiliated unions:	ceasing to hold office  Officer Appointed  The whether the union is:  A branch of another trade union?  The yes, state the name of that other union:  A federation of trade unions?  The yes, state the number of affiliated unions:

# **GENERAL FUND**

(see notes 13 to 18)

	£	£
INCOME  From Mombaras Contributions and Subscriptions		103777
From Members: Contributions and Subscriptions  From Members: Other income from members (appeits)		
From Members: Other income from members (specify)		
Total other income from members		103777
Total of all income from members		
Investment income (as at page 12)		13
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
, , , , , , , , , , , , , , , , , , ,		
Total of other income (as at page 4)		0
rotal of other mooms (as at page 1)		0
	TOTAL INCOME	103790
EXPENDITURE		
Benefits to members (as at page 5)		74602
Administrative expenses (as at page 10)		19485
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
Taxation		
TOTA	L EXPENDITURE	94087
Surplus (deficit) for year		9703
Surplus (deficit) for year		9703
Amount of general fund at beginning of year	Ĭ	56537
Amount of general fund at beginning of year		30337
Amount of general fund at end of year		66240
<u> </u>		

# ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND	OTHER BODIES	
Other income		
TOTAL	OTHER INCOME	
TOTAL OF ALL	OTHER INCOME	

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation –		brought forward	36160
Employment Related Issues		Education and Training services	
Legal Costs	36160	Ladouner and Training Corvices	
	30100		
Representation –			
Non Employment Related Issues			
Non Employment Rolated losdes			
		Negotiated Discount Services	
		Trogoliatou Diosculli Gerriese	
Communications			
		Salary Costs	
			38442
Advisory Services			
		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
~		4	
carried forward	36160	Total (should agree with figure in	74602
	= 30100	General Fund)	74602

(See notes 24 and 25)

FUND 2	(Ode Hotes 2 Fana 20)		Fund Account
Name:		£	£
Income			<del></del>
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	
		Total Income	
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	То	tal Expenditure	
		icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sneet)	
	Number of members contributing	g at end of year	
	Hamber of members contributing	g at ona or jour	

FUND 3			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	=	
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	
	Surplus (Defi	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributin	g at end of year	

(See notes 24 and 25)

FUND 4	(See Helde 2 Falla 26)		Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	
		Total Income	
C			
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	То	tal Expenditure	
		cit) for the year	
	Amount of fund at the and of year (as		
	Amount of fund at the end of year (as	Daiance Sneet)	
	Number of members contributing	g at end of year	
		<u> </u>	

FUND 5			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		1
			1
			ľ
	Total other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	To	tal Expenditure	
	Surplus (Def	icit) for the year	
	Amount of fund at be	eginning of year	
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributin	g at end of year	

(See notes 24 and 25)

FUND 6			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income	me as specified	
		Total Income	
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		=
	То	tal Expenditure	
		2	
	-	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributing	g at end of year	
	ramber of members contributing	g at ona or year	

FUND 7			Fund Account		
Name:		£	£		
Income					
	From members				
	Investment income (as at page 12)				
	Other income (specify)				
	Total other inco	me as specified			
		Total Income			
Expenditure	Benefits to members				
	Administrative expenses and other expenditure (as at page		[6		
	10)				
	То	tal Expenditure			
		cit) for the year			
Amount of fund at beginning of year					
	Amount of fund at the end of year (as	Balance Sheet)			
	Number of members contributing	g at end of year			

# **POLITICAL FUND ACCOUNT**

(see notes 26 to 31)

POLITICAL FUND ACCOUNT 1	To be completed by trade unions which maintain their own political fund						
		£	£				
Income	Members contributions and levies Investment income (as at page 12) Other income (specify)						
	Total other incor	ne as specified					
		Total income					
Expenditure on purpose set out in section (72) (1) of Trade Union and Labour Relations (Consolidation) Act 1992 Consolidation of expenditures from the political funds exceeds £2,000 during the period							
Expenditure A (as at page ii)							
Expenditure B (as at page iii)							
Expenditure C (as at page iv)							
Expenditure D (as at page v)							
Expenditure E (as at page vi)							
Expenditure F (as at page vii)							
Non-political expenditure (as at page	ge viii)						
		tal expenditure					
	AN AS TRANSPORTED TO THE PROPERTY OF THE PROPE	deficit) for year					
Amount	Amount of political fund at be of political fund at the end of year (as I						
, another	e. pellinear faile at the one of your fact						
Number of me	embers at end of year contributing to the	ne political fund					
	at end of the year not contributing to the	Service - Control Service Control Control					
Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund							

# ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 36 and 37)

(See Hotes 30 and 37)	
Administrative	£
Expenses	
Remuneration and expenses of staff	8632
Salaries and Wages included in above £4184	
Auditors' fees	672
Legal and Professional fees	
Occupancy costs	
Stationery, printing, postage, telephone, etc.	
Expenses of Executive Committee (Head Office)	9912
Expenses of conferences	
Other administrative expenses (specify)	
Other Outgoings	
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	269
Taxation	
Outgoings on land and buildings (specify)	
Other outgoings (specify)	
Total	19485
Charged to: General Fund (Page 3)	19485
Fund (Account )	
Fund (Account )	
Fund (Account )	5
Fund (Account )	
Total	19485

# ANALYSIS OF OFFICIALS SALARIES AND BENEFITS (see notes 38 and 48)

Total		£								
	fits	Value £								
Benefits	Other Benefits	Description								
	Pension Contribution	s£	2120							
Employers N.I. contributions		£	4184							
Gross Salary		IJ	38442							
Office held			General Secretary							

# **ANALYSIS OF INVESTMENT INCOME**

(see notes 49 and 50)

		Political Fund £		Other Fund(s) £
Rent from land and buildings				-
Dividends (gross) from:				
Equities (e.g. shares)				
Interest (gross) from:				
Government securities (Gilts)				
Mortgages				
Local Authority Bonds				
Bank and Building Societies				13
Other investment income (specify)				
		ē.		
				1
		Total in	vestment income	13
	Credited to:	0.535		
			ral Fund (Page 3)	13
			Fund (Account )	
			Fund (Account )	
	59		Fund (Account ) Fund (Account )	S-
			- 1/4	
		- r	Political Fund	
			i Olitical i ullu	
		Total In	vestment Income	40
				13

# **BALANCE SHEET** as at

30/06/2017

(see notes 51 to 54)

Previous Year		£	£
711	Fixed Assets (at page 14)		442
	Investments (as per analysis on page 15)		
	Quoted (Market value £ )		=
	Unquoted  Total Investments		442
	Other Assets		772
	Loans to other trade unions		
0	Sundry debtors	349	
122436	Cash at bank and in hand	167314	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
122436	Total of other assets		167663
	тот	TAL ASSETS	
	Fund (Account )		
	Fund (Account )		
	Fund (Account )		
	Superannuation Fund (Account )		
	Political Fund (Account )		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
3	Tax payable		3
1919	Sundry creditors		1970
64688	Accrued expenses		99892
	Provisions		9
	Other liabilities		
66610	ТОТА	L LIABILITIES	101865
56537	то-	TAL ASSETS	66240

# FIXED ASSETS ACCOUNT (see notes 55 to 59)

	Land and Freehold Leasehold	Building £	js £	Furniture and Equipment £	Motor Vehicles £	Not used for union business	Total £
Cost or Valuation							
At start of year				4226			
Additions							
Disposals							
Revaluation/Transfer							
s							
At end of year				4226			
				÷			
Accumulated Depreciation At start of year				3515			
Charges for year				269			
Disposals							
Revaluation/Transfer							
s							
At end of year				3784			
Net book value at end of year				442			
					_		
Net book value at end of previous year				711		,	

# **ANALYSIS OF INVESTMENTS**

(see notes 60 and 61)

QUOTED		All Funds Except Political	Political Fund
		Funds £	£
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investment		
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		

# **ANALYSIS OF INVESTMENT INCOME** (CONTROLLING INTERESTS) (see notes 62 and 63)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?  If YES name the relevant companies:		YES	NOM
in the flame the relevant companies.	COMPANY DEGI	OTO ATIONI NILINADI	TD //f 4
COMPANY NAME		STRATION NUMBI and & Wales, state	
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES	NO
If NO, state the names of the persons in whom the shares controlled by the union are registered.	:		
COMPANY NAME	NAMES OF SHAP	REHOLDERS	
	ec.		
¥			

# **SUMMARY SHEET**

(see notes 64 to 75)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	103777		
From Investments	13		
Other Income (including increases by revaluation of assets)			
Total Income	103790		
<b>EXPENDITURE</b> (including decreases by revaluation of		×	
Total Expenditure	94087		
Funds at beginning of year (including reserves) Funds at end of year	56537		
	56537		
(including reserves)	66240		
ASSETS			
	Fixed Assets		442
	Investment Assets		
	Other Assets		167663
		Total Assets	
		. ••••	168105
LIABILITIES		Total Liabilities	168105

# INFORMATION ON INDUSTRIAL ACTION BALLOTS

(see notes 76 to 82)

Did the union hold any ballots in respect of industrial action during the return period?

YES

NO

If Yes How many ballots were held:

For each ballot held please complete the information below:

### **Ballot 1**

Number of individuals who were entitled to vote in the ballot 26

Number of votes cast in the ballot 17

Number of Individuals answering "Yes" to the question 12

Number of Individuals answering "No" to the question 5

Number of invalid or otherwise spoiled voting papers returned

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot \( \frac{\mathbf{N}}{N} \)

Where section 226(2B) of the 1992 Act applies (see note X), were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot  $\overline{Y/N}$ 

# Ballot 2

Number of individuals who were entitled to vote in the ballot 26

Number of votes cast in the ballot 19

Number of Individuals answering "Yes" to the question 14

Number of Individuals answering "No" to the question 5

Number of invalid or otherwise spoiled voting papers returned

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot  $\overline{Y/N}$ 

Where section 226(2B) of the 1992 Act applies (see note X), were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot  $\overline{Y/N}$ 

For additional ballots please continue on next page

### Ballot 3

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question

Number of Individuals answering "No" to the question

Number of invalid or otherwise spoiled voting papers returned

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot  $\overline{Y/N}$ 

Where section 226(2B) of the 1992 Act applies (see note X), were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot  $\overline{Y/N}$ 

### **Ballot 4**

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question

Number of Individuals answering "No" to the question

Number of invalid or otherwise spoiled voting papers returned

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y/N

Where section 226(2B) of the 1992 Act applies (see note X), were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot  $\frac{Y}{N}$ 

### Ballot 5

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question

Number of Individuals answering "No" to the question

Number of invalid or otherwise spoiled voting papers returned

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y/N

Where section 226(2B) of the 1992 Act applies (see note X), were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot  $\frac{Y}{N}$ 

Use a continuation sheet if necessary

# INFORMATION ON INDUSTRIAL ACTION

(see note 83)

Did Union members take industrial action during the return period in response to any inducement on the part of the Union?							
If YES, for each industrial action taken please complete the information below:							
Industrial Action 1  1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:							
A							
2. Dates of the industrial action taken:							
3. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)							
Industrial Action 2  1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:							
A B C D E F G							
2. Dates of the industrial action taken:							
3. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)							
Industrial Action 3  1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:							
A B C D E F G							
2. Dates of the industrial action taken:							
3. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)							
*Categories of Nature of Trade Dispute :							
A: terms and conditions of employment, or the physical conditions in which any workers are required to work;							
B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;							
C: allocation of work or the duties of employment between workers or groups of workers;							
D: matters of discipline;							
E: a worker's membership or non-membership of a trade union;							
F: facilities for officials of trade unions;							
G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures							

Industrial Action 4  1. please tick the nature of the trade dispute for which industrial action was taken using the categories*:								
A B		С	D	Е	F	G		
2. Dates of the inde	ustrial actio	n taken:						
3. Nature of industr	rial action.	Strike Action	/ Action Short	of a Strike (del	ete one as ap	propriate)		
Industrial Action5 1. please tick the na categories*:	ature of the	trade dispute	e for which indu	strial action wa	ıs taken usin	g the		
А В		С	D	E	F	G		
2. Dates of the inde	ustrial actio	n taken:						
3. Nature of industr	rial action.	Strike Action	/ Action Short	of a Strike (del	ete one as ap	propriate)		
Industrial Action 6  1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:								
A B		С	D	E	F	G		
2. Dates of the inde	ustrial actio	n taken:						
3. Nature of industr	rial action.	Strike Action	n / Action Short	of a Strike (del	ete one as ap	propriate)		
Industrial Action 7  1. please tick the nature of the trade dispute for which industrial action was taken using the categories*:								
A B		С	D	Е	F	G		
2. Dates of the ind	ustrial actio	n taken:						
3. Nature of industr	rial action.	Strike Action	n / Action Short	of a Strike (del	ete one as ap	propriate)		
Industrial Action 8 1. please tick the nature of the trade dispute for which industrial action was taken using the categories*:								
А В		С	D	E	F	G		
2. Dates of the ind	ustrial actio	n taken:						
3. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)								

Use a continuation page if necessary

# **NOTES TO THE ACCOUNTS**

(see notes 84 and 85)

All notes to the accounts must be entered on or attached to this part of the return.

See attached sheets for accounting policies and notes to the accounts.			

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

### 1. General information

The address of the Union is 2nd Floor, 38-42a South Road, Haywards Heath, West Sussex, RH16 4LA.

# 2. Statement of compliance

These financial statements have been prepared in compliance with the provisions of FRS 102 Section 1A, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

### 3. Accounting policies

# **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through the Statement of Income.

The financial statements are prepared in sterling, which is the functional currency of the entity.

### **Transition to FRS 102**

The entity transitioned from previous UK GAAP to FRS 102 as at 1st July 2015. Details of how FRS 102 has affected the reported financial position and financial performance is given in note 9.

# Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### Significant judgements

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

### Revenue recognition

Turnover is measured at the fair value of the consideration received for services rendered.

### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

# **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and Fittings

7 years

# Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# 4. PARTICULARS OF EMPLOYEES

The average number of staff employed by the Union during the financial year was:

	2017 No	2016 No
Number of staff	1	_1
The aggregate payroll costs of the above were:		
	2017 £	2016 £
Wages and Salaries Social Security Costs	38,442 4,184 42,626	37,642 4,075 41,717

# 5. TRANSACTIONS WITH MEMBERS OF THE EXECUTIVE COUNCIL AND GENERAL SECRETARY

During the year, the Union paid the following amounts to Members of the Executive Council, General Secretary, included in Salaries, in the Income and Expenditure Account:

	2017	2016
	£	£
P Flower	38,442	37,642
	E	

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

### 6. OTHER RELATED PARTY TRANSACTIONS

During the year, the Union received its Subscription Income of £103,777 (2016 - £90,739) via the Independent Pilots Association, a company limited by guarantee, which is affiliated to the Union. At the year end the Union owed £98,799 (2016 - £63,268) to the Independent Pilots Association in respect of recharges.

# 7. TANGIBLE FIXED ASSETS

	Fixtures & Fittings
COST At 1st July 2016 Additions	£ 4,226
Disposals	4226
At 30th June 2017	4,226
DEPRECIATION At 1st July 2016 Charge for the year On disposals	3,515 269
At 30th June 2017	3,784
NET BOOK VALUE At 30th June 2017	442
At 30th June 2016	711

### 8. LEGAL DEFENCE FUND

The Union maintains its own legal defence fund for the benefit of members. This is maintained as part of the general fund and reviewed by the Executive Council on a quarterly basis.

# 9. Transition to FRS 102

These are the first financial statements that comply with FRS 102. The Union transitioned to FRS 102 on 1 July 2015.

No transitional adjustments were required for the year.

# **ACCOUNTING POLICIES**

(see notes 86 and 87)

SIGNATURES TO THE AN (see notes 88 and 89) including the accounts and balance sheet	9)	, , , , , , , , , , , , , , , , , , , ,		
Secretary's Signature: Signature: Name: Name: Name: Date: Date:	ture: \subseteq \subseteq \text{2} r official whose points:  \text{7}	Desition should	11	<del>-</del>
CHECK LIS (see notes 90 and 9 (please tick as approp	1)			
IS THE RETURN OF OFFICERS ATTACHED?	YE	5 🔽	NO	
(see Page 2 and Note 12) HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED?	YES	5 🗾	NO	
(see Page 2 and Note 12)  HAS THE RETURN BEEN SIGNED?	YES	s Z	NO	
(see Pages 19 and 21 and Notes 76 and 77)  HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	S 🔽	NO	
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	S 🗸	NO	
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLO	OSE 🛮	TO FOLLOW	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YE	s 🛮	NO	

# **AUDITOR'S REPORT**

(see notes 93 to 98)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate? (See section 36(1) and (2) of the 1992 Act and notes 83 and 84)

YES

If "No" please explain below.

- 2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
  - (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
  - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
  - (c) whether the accounts to which the report relates agree with the accounting records? (See section 36(3) of the 1992 Act, set out in note 83)

YES

If "No" please explain below.

- 3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
  - (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
  - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.

(See section 36(4) of the 1992 Act set out in rule 83)

YES

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR21 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document. (See note 85)

# **AUDITOR'S REPORT** (continued)

Signature(s) of auditor or auditors:  Name(s):  Christopher Whitley-Jones  Profession(s) or Calling(s):  Address(es):  PRB Accountants LLP  Kingfisher House Hustwood Grange Hisywards Heath, RH17 7QX	See attached sheets for audit report.				
Name(s):  Christopher Whitley-Jones  Profession(s) or Calling(s):  Chartered Accountant  PRB Accountants LLP  Kingfisher House Hurstwood Grange	oce attached sheets for addit report.				
Name(s):  Christopher Whitley-Jones  Profession(s) or Calling(s):  Chartered Accountant  PRB Accountants LLP  Kingfisher House Hurstwood Grange					
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Name(s):  Christopher Whitley-Jones  Profession(s) or Calling(s):  Chartered Accountant  PRB Accountants LLP  Kingfisher House  Hurstwood Grange	Signature(s) of auditor or auditors:	a 1111 1			
Profession(s) or Calling(s):  Chartered Accountant  PRB Accountants LLP Kingfisher House Hurstwood Grange		CF 7994 HAR DOWN			
Profession(s) or Calling(s):  Chartered Accountant  PRB Accountants LLP  Kingfisher House Hurstwood Grange			i.		
Address(es):  PRB Accountants LLP  Kingfisher House  Hurstwood Grange	Name(s):	Christopher Whitley-Jones			
Address(es):  PRB Accountants LLP  Kingfisher House  Hurstwood Grange			S.		
Kingfisher House Hurstwood Grange	Profession(s) or Calling(s):	Chartered Accountant			
Kingfisher House Hurstwood Grange	,		V)		
Kingfisher House Hurstwood Grange	Address(es):				
Haywards Heath, RH17 7QX					
		Haywards Heath, RH17 /QX			
	,	<u> </u>		34	
Date: 8-11.17	Date:	8-11.17			
Contact name and telephone number: 01444 458252	Contact name and talanhana number	01444 459252	ř		
Contact name and telephone number: 01444 458252	Contact name and telephone number.	01444 400202			

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

# MEMBERSHIP AUDIT CERTIFICATE

made in accordance with section 24ZD of the Trade Union and Labour Relations (Consolidation) Act 1992 (See notes 100 to 106)

At the end of the reporting period preceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

NO

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21.

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21.

# MEMBERSHIP AUDIT CERTIFICATE SECTION ONE

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

1. In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

YES/NO

2. In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

YES/NO

If the answer to either questions 1 or 2 above is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.

# **MEMBERSHIP AUDIT CERTIFICATE**

# **SECTION TWO**

For a trade union with no more than 10,000 members at the end of the reporting period preceding the one to which this audit relates.

complied with its	our knowledge and belief has the trade union during this reporting period so duty to compile and maintain a register of the names and addresses of its ecured, so far as is reasonably practicable, that the entries in the register are -to-date?
YES	
If "NO" Please e	xplain below:
Signature	
g	(into) Laur.
Name	P. PETITI
Office held	CHAIRMAN

200

21 NOVEMBER

Date

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

# **Opinion**

We have audited the financial statements of Independent Pilots Association for the year ended 30th June 2017 which comprise the statement of income and retained earnings, statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Union's affairs as at 30th June 2017 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Trade Union Act 2016.

# Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

# Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The members are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Union and its environment obtained in the course of the audit, we have not identified material misstatements in the members' report.

We have nothing to report in respect of the following matters in relation to which the Trade Union Act 2016 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of members' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# Responsibilities of members

As explained more fully in the members' responsibilities statement, the members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members are responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members either intend to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

# Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error,

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Union's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Union to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kingfisher House Hurstwood Grange Hurstwood Lane Haywards Heath West Sussex RH17 7OX

Christopher Whitley-Jones FCA (Senior Statutory Auditor)

Chidopher butter

For and on behalf of PRB Accountants LLP Chartered Accountants and Statutory Auditors

Dated 21 9 17

# INDEPENDENT PILOTS ASSOCIATION (TRADE UNION)

# FINANCIAL STATEMENTS 30TH JUNE 2017

# FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

CONTENTS	PAGE
Executive Council and Other Information	1
Annual Statement to Members & Statement of Executive Council's Responsibilities	2
Independent Auditor's Report to the Members	3
Statement of Income and Retained Earnings	6
Statement of Financial Position	7
Notes to the Financial Statements	8

# **EXECUTIVE COUNCIL**

**Chairman** P Petitt

Treasurer N Baker

Voting Members N Baker

D Hart P Howard R Lotinga P Petitt J West

**OTHER INFORMATION** 

General Secretary P Flower

Trustees G Baczkowski

G Cassar I Gibbs P Jackson

**Head Office** 2<sup>nd</sup> Floor

38-42a South Road Haywards Heath West Sussex RH16 4LA

# THE EXECUTIVE COUNCIL'S REPORT AND STATEMENT TO MEMBERS

### INCOME AND EXPENDITURE

The total income of the Union for the period was £103,790. This amount included payments of £103,777 in respect of membership of the Union. The Union's total expenditure for the period was £94,087. The Union does not maintain a political fund.

# SALARY PAID TO THE GENERAL SECRETARY AND/OR MEMBERS OF THE EXECUTIVE COUNCIL

The General Secretary of the Union was paid £38,442 in respect of salary and £2,120 in respect of benefits for the year.

### IRREGULARITY STATEMENT

A Member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the Union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The Member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the Officials of the Union, the Trustees of the property of the Union, the Auditor or Auditors of the Union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a Member believes that the financial affairs of the Union have been or are being conducted in breach of the law or in breach of rules of the Union and contemplates bringing civil proceedings against the Union or responsible Officials or Trustees, he should consider obtaining independent legal advice.

### STATEMENT OF RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

The Trade Union Act 2016 requires the Union to submit a return each year to the Certification Officer. The return contains accounts which must give a true and fair view of the state of affairs of the Union at the year-end and of the surplus or deficit of the Union for that period. The financial statements set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

The requirement to prepare financial statements that give a true and fair view is the responsibly of the Executive Council. The Executive Council is responsible for preparing accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these Financial Statements, the Executive Council is required to:

- select suitable accounting policies and then apply them consistently;
- · make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standard have been followed
- · prepare the Financial Statements on the going concern basis unless it is inappropriate to do so.

The Executive Council is responsible for keeping adequate accounting records that are sufficient to show and explain the Union's transactions and disclose with reasonable accuracy at any time the financial position of the Union. The Executive Council is also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities, as well as establishing and maintaining a satisfactory system of control of the Union's accounting records, its cash holdings and all its receipts and remittances.

In so far as the Executive Council is aware:

- there is no relevant audit information of which the Union's Auditor is unaware; and
- the Executive Council has taken all steps that it ought to have taken to make it aware of any relevant audit information and to establish that the Auditor is aware of that information.

P PETITT

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

# **Opinion**

We have audited the financial statements of Independent Pilots Association for the year ended 30th June 2017 which comprise the statement of income and retained earnings, statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Union's affairs as at 30th June 2017 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Trade Union Act 2016.

# Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

# Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

# Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The members are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Union and its environment obtained in the course of the audit, we have not identified material misstatements in the members' report.

We have nothing to report in respect of the following matters in relation to which the Trade Union Act 2016 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of members' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# Responsibilities of members

As explained more fully in the members' responsibilities statement, the members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members are responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members either intend to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

# Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

• Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error,

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

# YEAR ENDED 30TH JUNE 2017

as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Union's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Union to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kingfisher House Hurstwood Grange Hurstwood Lane Haywards Heath West Sussex RH17 7QX

Christopher Whitley-Jones FCA

and sphor buttery

(Senior Statutory Auditor)

For and on behalf of PRB Accountants LLP Chartered Accountants and Statutory Auditors

Dated 21 9 17

# STATEMENT OF INCOME AND RETAINED EARNINGS

# YEAR ENDED 30TH JUNE 2017

		2017 £		2016 £
INCOME		-		-
Member Subscriptions Other Income		103,777		90,739
Bank Interest Receivable		13		1
TOTAL INCOME		103,790		90,740
LESS: EXPENDITURE				
Salaries and Subcontractors Staff pension contributions Travel and Subsistence Telephone and Computer Sundry Expenses Advertising Insurance Legal and Professional Fees Accountancy Fees Depreciation of Fixtures and Fittings	42,626 2,120 2,328 4,539 424 - 4,949 36,160 672 269		41,717 1,400 1,811 327 1,764 1,170 32,265 672 237	
TOTAL EXPENDITURE	\$ <del></del>	(94,087)		(81,363)
SURPLUS/(DEFICIT) BEFORE TAXATI	ON	9,703		9,376
Tax on Surplus/(Deficit)		:=		
SURPLUS/(DEFICIT) FOR THE FINANCE AND TOTAL COMPREHENSIVE INCOMP		9,703		9,376
Retained earnings at the start of the year		56,537		47,161
Retained earnings at the end of the year		66,240		56,537

All of the activities of the Union are classed as continuing.

The Union has no recognised gains or losses other than the results for the year as set out above.

# STATEMENT OF FINANCIAL POSITION

# **30TH JUNE 2017**

		2017		2016	
FIXED ASSETS	Note	£	£	£	£
Tangible Assets	7		442	~	711
CURRENT ASSETS Debtors Cash at Bank TOTAL CURRENT ASSETS		349 167,314 167,663		122,436 122,436	
CREDITORS: Amounts falling due within one year Corporation Tax PAYE and Social Security		3 1,970		3 1,919	
Accruals and Deferred Income TOTAL CURRENT LIABILITIES		99,892 101,865		66,610	
NET CURRENT ASSETS			65,798		55,826
TOTAL ASSETS LESS CURRENT : REPRESENTED BY, GENERAL FU		ITIES	66,240		56,537
Brought Forward at 1st July 2016 Surplus/Deficit for the year			56,537 9,703		47,161 9,376
Carried Forward at 30th June 2017			66,240		56,537

These Financial Statements were approved for issue on 1950, on behalf of the Union by:

P PETITT

**P FLOWER** 

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

### 1. General information

The address of the Union is 2nd Floor, 38-42a South Road, Haywards Heath, West Sussex, RH16 4LA.

# 2. Statement of compliance

These financial statements have been prepared in compliance with the provisions of FRS 102 Section 1A, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

# 3. Accounting policies

# **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through the Statement of Income.

The financial statements are prepared in sterling, which is the functional currency of the entity.

### Transition to FRS 102

The entity transitioned from previous UK GAAP to FRS 102 as at 1st July 2015. Details of how FRS 102 has affected the reported financial position and financial performance is given in note 9.

# Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### Significant judgements

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

### Revenue recognition

Turnover is measured at the fair value of the consideration received for services rendered.

# Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

# Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and Fittings

7 years

# Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# 4. PARTICULARS OF EMPLOYEES

The average number of staff employed by the Union during the financial year was:

	2017 No	2016 No
Number of staff	1	_1
The aggregate payroll costs of the above wer	e:	
	2017 £	2016 £
Wages and Salaries Social Security Costs	38,442 4,184	37,642 4,075
	42,626	41,717

# 5. TRANSACTIONS WITH MEMBERS OF THE EXECUTIVE COUNCIL AND GENERAL SECRETARY

During the year, the Union paid the following amounts to Members of the Executive Council, General Secretary, included in Salaries, in the Income and Expenditure Account:

	2017	2016
	£	£
P Flower	38,442	37,642

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30TH JUNE 2017

# 6. OTHER RELATED PARTY TRANSACTIONS

During the year, the Union received its Subscription Income of £103,777 (2016 - £90,739) via the Independent Pilots Association, a company limited by guarantee, which is affiliated to the Union. At the year end the Union owed £98,799 (2016 - £63,268) to the Independent Pilots Association in respect of recharges.

### 7. TANGIBLE FIXED ASSETS

	Fixtures & Fittings
COST	£
At 1st July 2016	4,226
Additions	-
Disposals	-
At 30th June 2017	4,226
DEPRECIATION	
At 1st July 2016	3,515
Charge for the year On disposals	269
At 30th June 2017	3,784
NET BOOK VALUE	
At 30th June 2017	442
At 30th June 2016	711

# 8. LEGAL DEFENCE FUND

The Union maintains its own legal defence fund for the benefit of members. This is maintained as part of the general fund and reviewed by the Executive Council on a quarterly basis.

### 9. Transition to FRS 102

These are the first financial statements that comply with FRS 102. The Union transitioned to FRS 102 on 1 July 2015.

No transitional adjustments were required for the year.